



योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

Ref No. 10/SPAV/Estt./Non-Teaching/01/2026

Dated: 08th August, 2026

ADVERTISEMENT. NO. SPAV/01/2026

RECRUITMENT NOTIFICATION FOR THE POST OF REGISTRAR

SPA Vijayawada invites applications from Indian Nationals for the post of "Registrar" on Deputation basis (including Short Term Contract) for a fixed term of not exceeding five years.

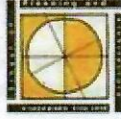
For the Detailed information, Terms & Conditions and Application process, Please visit our website www.spav.ac.in.

Applicants are required to fill in and submit the hard copies of the application forms. The last date for receiving hard copy of applications is 15th September, 2026 till 17:30 Hrs.



[Signature]
Registrar I/c, SPAV





योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

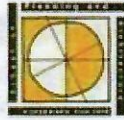
Advt.No. SPAV/01/2026

Dated: 08th August, 2026

DETAILED RECRUITMENT NOTIFICATION FOR THE POST OF REGISTRAR

Name of the post	Registrar
No. of posts	01 – UR
Classification	Group – A
Pay Band and Grade Pay	Pay Level-14 (GP of Rs. 10,000/-)
Method of recruitment	The appointment of Registrar shall be on the basis of Deputation (including Short Term Contract) for a period of 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
Qualifications and Experience:	
Essential Qualification and Experience	Employees under the Central/State Governments/ Universities / Recognized Research Institutes or Institute of national importance or Govt. laboratory or PSU:- (a) i.Holding analogous post on regular basis in the parent cadre or department; or ii.Atleast 15 years' experience as Assistant Professor in GP of 7000/- and above or with 8 years of service in GP of 8000/-and above including as Associate Professor along with 3 year experience in educational administration, or iii.Comparable experience in research establishment and /or other institutions of higher education, or iv. 15 years of Administrative experience, of which 8 years shall be as Deputy Registrar or an equivalent post in Pay Level 12 (GP of Rs.7600/-) or above. AND (b) Possessing Masters' Degree with at least 55% Marks or its equivalent grade 'B' in the UGC 7 point scale from a recognized University/Institute.
Desirable Qualification	i. Qualification in area of Management/Engineering/Law. ii. Experience in computerized administration/ legal/ financial/ establishment matters.
Age limit for Direct Recruits	Not exceeding 56 years





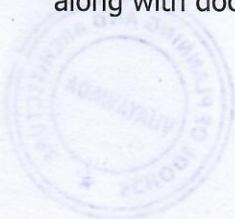
योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

GENERAL TERMS AND CONDITIONS

Advt.No. SPAV/01/2026

Dated: 08th August, 2026

1. The Post shall be filled for a fixed period of five years.
2. The Post shall get salary as per the Central Government pay scales and carry allowances like House Rent Allowance, Transport Allowance and Children's Educational Allowance as admissible to Central Government Employees of the respective scale posted in Vijayawada. This post is governed by the National Pension System (NPS) applicable to employees appointed on or after 01.01.2004, as adopted by the Institute/Government of India and will be eligible for other benefits like Medical, LTC etc., as per the SPA Statutes/Institute norms and various orders issued by GoI from time to time.
3. The applicant must ensure his/her eligibility for the post in respect of age, qualification and other requisite criteria, before applying.
4. The qualifications prescribed should have been obtained from recognized Universities / Institutions.
5. Age should not exceed the upper limit as on the closing date for receipt of completed application.
6. SC/ST/OBC candidates who apply against the post advertised are not eligible for age relaxation and they are treated at par with general candidates in respect of their selection.
7. The appointment of Registrar shall be on the basis of Deputation (including Short Term Contract) for a period of 5 years or till attaining the age of 62 years whichever is earlier, or as fixed by Govt. of India by orders issued in this regard from time to time.
8. Persons serving in Govt./Semi-government /PSU/ Autonomous bodies / Govt. funded Institutions / Universities should send their hard copy of the application through Proper channel or should furnish a "No Objection Certificate" at the time of interview. They can however send an advance copy of their application. If the application is not forwarded through proper channel or is not accompanied by "No Objection Certificate" at the time of interview, his/her candidature will not be considered for interview.
9. The Prescribed essential qualifications / experience indicated are bare minimum and mere possession of the same will not entitle the candidates to be called for interview. When number of applications received towards an advertisement is large, the institute reserves the right to restrict the number of candidates to be called for interview on the basis of merit and/or qualification higher than that of minimum prescribed in the advertisement. The candidates should therefore furnish details of all qualifications and experience possessed in the relevant field over and above the minimum qualifications prescribed along with documentary evidences.

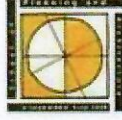




योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

10. The Qualifications, Experience and Age limit will be considered as on last date for receiving the application.
11. No interim queries / correspondence shall be entertained.
12. Canvassing in any form and / or bringing any influence, political or otherwise will be treated as a disqualification for the post applied for.
13. Self-attested copies of certificates, Mark sheets, Testimonials etc., are to be attached with the duly filled in application form. Application incomplete in any respect and not accompanied by any Certificate/Documents/Testimonials and those received after the last date, will be summarily rejected. Original Certificates should not be enclosed to the application. The original documents will be verified at the time of selection process/interview.
14. The School reserves the right to accept or reject any application without assigning any reason. The School shall not be responsible for any Postal loss or delay.
15. No TA/DA and accommodation will be provided by the institute for attending the interview.
16. Persons with not less than 40% of relevant disability shall be considered for the Persons with Disabilities (Equal opportunities, Protection of rights & full participation) Act, 1995.
17. Persons with Disabilities are required to furnish Medical Certificate issued by the Competent Authority in proof of their disability as per GoI norms.
18. If the SC/ST/OBC Certificate and Disability Certificate are in a language other than English /Hindi, the candidates are required to submit a certified translated copy of the same either in English or Hindi duly attested by a Gazetted Officer.
19. The Terms and Conditions for deputation are as per the applicable rules/guidelines issued by GoI/SPA Act/SPA Statutes/ rules from time to time.
20. The applications should be accompanied with the copies of ACRs/APARs pertaining to preceding five years along with Vigilance Clearance /Integrity Certificate from the Competent Authority.
21. Ad-hoc/temporary/contractual/outsourcing employees who have rendered minimum of three years of continuous service in SPAV, will be given one-time age relaxation of 10 years to participate in this recruitment process, for the post for which they fulfil all other conditions mentioned in the Uniform RRs-2025 for SPAs. However, The appointment of Registrar shall be on the basis of Deputation (including Short Term Contract) for a period of 5 years or till attaining the age of 62 years whichever is earlier.



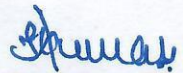


योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, Ministry of Education Gov. of India

HOW TO APPLY:

1. Candidates are required to download the application form available on SPAV website (www.spav.ac.in). After Downloading, candidates are required to fill in and submit the hard copies of the application form. The last date for receiving Hardcopy of applications is **15th September, 2026 till 17.30 Hrs.**
2. Application fee is Rs.1000/-. SC/ST/PwD/Women candidates are exempted from payment of application fee.
3. Application fee needs to be paid online through SBI collect using below mentioned URL.
<https://onlinesbi.sbi.bank.in/sbicollect/payment/listcategory.htm>
The payment shall be accepted through online mode using SB Collect. The SB Collect reference number should be filled in the application form along with the copy of the receipt.
4. Self-attested copies of supporting documents such as Certificates, Marks sheets, Testimonials in support of Age, Qualification, Experience, fee paid receipt etc. and APARs pertaining to preceding five years along with Vigilance Clearance /Integrity Certificate are to be enclosed along with filled application form.
5. Duly filled in application forms accompanied by self-attested copies of the certificates, Mark sheets, testimonials in support of Age, Education qualifications, Experience, Caste/Community etc. should be sent to the **"The Registrar I/c, School of Planning and Architecture Vijayawada, Survey No.4/4, ITI Road, Vijayawada, Andhra Pradesh – 520008"** positively latest by **15th September, 2026 till 17:30 hrs.** The School shall not be responsible for any postal loss or delay. The candidate will have to clearly superscribe "APPLICATION FOR THE POST OF _____ AGAINST ADVT. NO. SPAV/01/2026 Dt:08.08.2026" on the top of the envelope in capital letters.
6. Incomplete and duplicate applications will be summarily rejected.
7. In case of any queries while filling application form, please contact through email recruitment@spav.ac.in and registrar@spav.ac.in indicating the Advertisement No. and Name of Post in the subject.




Registrar I/c
SPA Vijayawada